



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

DONALD L. WOLFE, Director

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: AE-3

April 3, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**JOB ORDER CONTRACTS FOR MAINTENANCE, REPAIR, AND
REFURBISHMENT OF COUNTY INFRASTRUCTURE AND FACILITIES
ADOPT AND ADVERTISE
SPECS. VARIOUS
ALL SUPERVISORIAL DISTRICTS
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Increase the amount for future Job Order Contracts (JOCs) from the current limit of \$3.8 million to a new limit of \$3.9 million, to reflect annualized increases based on the consumer price index from 2005 to 2006, as authorized by Public Contract Code Section 20128.5.
2. Adopt the JOC Unit Price Book and Specifications, and instruct the Executive Officer to advertise for bids to be received for 20 separate JOCs on May 8, 9, and 10, 2007, in accordance with the enclosed Instruction Sheet for Publishing Legal Advertisements.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

We are recommending that your Board adopt and advertise 20 JOCs that will augment Public Works' ability to effectively and efficiently respond to a broad array of maintenance, repair, and refurbishment of County infrastructure and facilities.

We also recommend approval to increase the maximum value of future JOCs from the current level of \$3.8 million to \$3.9 million to reflect the annualized increases based on the consumer price index as authorized by Public Contract Code Section 20128.5. The 1997 amendments to Public Contract Code Section 20128.5 provide that the maximum value can be adjusted annually based on the consumer price index. On December 6, 2005, your Board approved an increase in the value of JOCs to \$3.8 million. The applicable consumer price index has increased by a total of 2.3 percent from 2005 to 2006. Increasing the annual limit will enable us to keep up with the rising cost of construction and maintain JOC's viability as an alternative contracting method.

The JOC is a flexible, cost-effective unit price contracting technique to accomplish maintenance, repair, and refurbishment of County infrastructure and facilities without extensive plans and specifications. JOCs are annual Contracts that may be awarded for repair, remodeling, refurbishment, or other repetitive work but not for new construction. This relatively simple and straightforward process can reduce administrative requirements and lower direct construction costs while meeting all Federal, State, and County procurement requirements.

We will report activity on the JOCs to your Board quarterly along with our regular report on delegated contracting activity.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Service Excellence and Organizational Effectiveness as these JOCs will improve public facilities and restore them fully into service sooner than with traditional construction contracting.

FISCAL IMPACT/FINANCING

There is no anticipated fiscal impact to the County as a result of these actions. Maintenance, repair, and refurbishment work will be financed through the appropriate maintenance, capital, refurbishment, or infrastructure projects budget. For capital projects (including refurbishments), no work will be assigned to these JOCs without the prior review and funding authorization from the Chief Administrative Office. For Public Works infrastructure and maintenance projects, no work will be assigned to these JOCs without the appropriate funding authorization.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract terminations, renegotiations, and hiring qualified displaced County employees will be included.

The project specifications also contain provisions requiring the contractors to report solicitations of improper consideration by County employees and allowing the County to terminate the Contracts if it is found that the contractors offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for Contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

The State Labor Code requires the contractors to pay prevailing wage rates to all persons employed on Public Works Contracts.

As required by your Board, language has been incorporated into the project specifications stating that the contractors shall notify their employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will be required to be in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

The implementation of each work order under these JOCs shall be subject to prior determination and documentation by Public Works that the work is categorically exempt from the California Environmental Quality Act. In the event the work is not exempt, your Board will be requested to approve the appropriate environmental finding and documentation prior to implementation.

CONTRACTING PROCESS

To ensure the Contracts are awarded to responsible contractors with a satisfactory performance history, bidders were required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making this recommendation to award the Contracts.

As requested by your Board on February 3, 1998, the invitation for bids will be listed on the Doing Business with Us website.

Public Works has evaluated and determined that Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended Contracts as these Contracts are for non-Proposition A services.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The use of these Contracts will expedite the completion of maintenance, repair, and refurbishment of County infrastructure and facilities work managed by Public Works. Minor impacts to tenant departments may occur while maintenance, repair, and refurbishment of County infrastructure and facilities work is underway.

The Honorable Board of Supervisors
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

CN:sd

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Enc.

cc: County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

April 3, 2007

ENCLOSURE

**JOB ORDER CONTRACTS FOR
REPAIR AND REFURBISHMENT OF COUNTY FACILITIES
ADOPT AND ADVERTISE
SPECS. VARIOUS**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. However, the first publication must appear at least 15 days prior to the bid opening date. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>BIDS DUE</u>	
				<u>DATE</u>	<u>TIME</u>
All	JOC Specs.	JOC 0707	\$15 or all for \$100	05/08/07	10:45 a.m.
All	JOC Specs.	JOC 0708	\$15 or all for \$100	05/08/07	10:45 a.m.
All	JOC Specs.	JOC 0709	\$15 or all for \$100	05/08/07	10:45 a.m.
All	JOC Specs.	JOC 0710	\$15 or all for \$100	05/08/07	1:45 p.m.
All	JOC Specs.	JOC 0711	\$15 or all for \$100	05/08/07	1:45 p.m.
All	JOC Specs.	JOC 0712	\$15 or all for \$100	05/08/07	1:45 p.m.
All	JOC Specs.	JOC 0713	\$15 or all for \$100	05/09/07	10:45 a.m.
All	JOC Specs.	JOC 0714	\$15 or all for \$100	05/09/07	10:45 a.m.
All	JOC Specs.	JOC 0715	\$15 or all for \$100	05/09/07	10:45 a.m.
All	JOC Specs.	JOC 0716	\$15 or all for \$100	05/09/07	1:45 p.m.
All	JOC Specs.	JOC 0717	\$15 or all for \$100	05/09/07	1:45 p.m.
All	JOC Specs.	JOC 0718	\$15 or all for \$100	05/09/07	1:45 p.m.
All	JOC Specs.	JOC 0719	\$15 or all for \$100	05/10/07	10:45 a.m.
All	JOC Specs.	JOC 0720	\$15 or all for \$100	05/10/07	10:45 a.m.
All	JOC Specs.	JOC 0721	\$15 or all for \$100	05/10/07	10:45 a.m.
All	JOC Specs.	JOC 0722	\$15 or all for \$100	05/10/07	10:45 a.m.
All	JOC Specs.	JOC 0723	\$15 or all for \$100	05/10/07	1:45 p.m.

Enclosure
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All	JOC Specs.	JOC 0724	\$15 or all for \$100	05/10/07	1:45 p.m.
All	JOC Specs.	JOC 0725	\$15 or all for \$100	05/10/07	1:45 p.m.
All	JOC Specs.	JOC 0726	\$15 or all for \$100	05/10/07	1:45 p.m.

Bids shall conform to Bidding Requirements, General Conditions, Specifications, and Unit Price Books open for inspection at the Cashier's Office, Department of Public Works, 900 South Fremont Avenue, 1st Floor, Alhambra, California 91803. Copies of the above documents to be bid upon may be obtained at such office for a fee as indicated. For information regarding receipt of bid documents or project-related information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office located at the above address before the designated time and date indicated. Bids will be publicly opened, examined, and declared by Public Works approximately 15 minutes following receipt of bids at 11:00 a.m. and 2:00 p.m., respectively, on these dates in the 5th Floor Main Conference Room, 900 South Fremont Avenue, Alhambra, California 91803.

Bidders must comply with the provisions of the Bidding Requirements and General Conditions concerning bid guarantee, contract bonds, and insurance requirements. These projects require the prime contractor to possess a B license classification at the time of award. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

Public Works will hold a single mandatory prebid conference for all JOC bids on April 24, 2007, at 1:00 p.m., in Conference Room C, 900 South Fremont Avenue, Alhambra, California 91803, to provide information on the Job Order Contract and bidding process, and answer any questions that potential bidders may have. It is strongly recommended that the prebid conference be attended by a principal of the company or a person authorized to make decisions for the company.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



UPON 72 HOURS NOTICE, THE DEPARTMENT CAN PROVIDE PROGRAM INFORMATION AND PUBLICATIONS IN ALTERNATE FORMATS OR MAKE OTHER ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES. IN ADDITION, PROGRAM DOCUMENTS ARE AVAILABLE AT OUR MAIN OFFICE IN ALHAMBRA (900 SOUTH FREMONT AVENUE), WHICH IS ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. TO REQUEST ACCOMMODATIONS ONLY, OR FOR MORE ADA INFORMATION, PLEASE CONTACT OUR DEPARTMENTAL ADA COORDINATOR AT (626) 458-4081 OR TDD (626) 282-7829, MONDAY THROUGH THURSDAY, FROM 7:00 A.M. TO 5:30 P.M.



CON 72 HORAS DE NOTICIA, EL DEPARTAMENTO PUEDE PROVEERLE INFORMACIÓN Y PUBLICACIONES SOBRE EL PROGRAMA Y FORMATOS ALTERNATIVOS O HACER ADAPTACIONES PARA INCAPACITADOS. ADEMÁS, DOCUMENTACIÓN SOBRE EL PROGRAMA ESTÁ DISPONIBLE EN NUESTRA OFICINA PRINCIPAL EN ALHAMBRA (900 SOUTH FREMONT AVENUE), LA CUAL ES ACCESIBLE PARA INDIVIDUOS CON INCAPACIDADES. PARA SOLICITAR ADAPTACIONES SOLAMENTE, O PARA MAS INFORMACIÓN DEL ADA, PONGASE EN CONTACTO CON NUESTRO COORDINADOR DEL ADA DEL DEPARTAMENTO AL (626) 458-4081 O TDD (626) 282-7829, DE LUNES A JUEVES DE LAS 7:00 A.M. A 5:30 P.M.

By order of the Board of Supervisors of the County of Los Angeles, State of California
dated April 3, 2007.

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS